

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 1410     **TITLE:** SENIOR REAL ESTATE APPRAISER     **GRADE:** S-25

**DEFINITION:**

Under general supervision, performs advanced-level professional real estate appraisal work to determine the value of commercial properties (e.g., rental apartments, industrial property, office buildings, vacant land zoned non-residential) and complex residential properties (e.g., vacant acreage zoned residential, agricultural properties and improved properties valued over one million dollars) for tax assessment purposes; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

Work of this class involves appraisal of properties which are heterogeneous in nature (i.e., commercial and complex residential properties).

**ILLUSTRATIVE DUTIES:**

Collects data for appraisal analysis of commercial and complex residential properties;  
Analyzes data and applies income approach as well as other traditional approaches in determining property value;  
Defends assessments in the administrative appeal process and before the Board of Equalization;  
Assists the litigation team in preparing the defense of assessments in Circuit Court;  
Responds to requests for assessment information and interpretation of the appraisal process from County officials and staff, the Board of Equalization, property owners and the public;  
Assists in the training of new Real Estate Appraisers;  
May provide leadership for major appraisal projects.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of the principles and practices of appraising commercial and complex residential properties;  
Knowledge of local government tax assessment principles, policies, and procedures;  
Ability to compute real estate values using income, market sales and cost appraisal methods;  
Ability to organize and summarize facts related to appeal cases;  
Ability to communicate effectively, both orally and in writing;  
Ability to maintain effective working relationships with County officials, staff and citizens.

**EMPLOYMENT STANDARDS:**

Any combination of education, experience, and training equivalent to:  
Graduation from an accredited four-year college or university with a Bachelor's degree in business administration, real estate or a related field; PLUS  
Three years field experience in the appraisal of real property.

**CERTIFICATES AND LICENSES REQUIRED:**

Possession of a valid Motor Vehicle Driver's License.

Revised:            August 29, 1994